

CITY OF SANTA CLARA
YOUTH COMMISSION MINUTES
September 16, 2008

The City of Santa Clara Youth Commission met for an informational meeting on Tuesday, September 16, 2008 at 6:00pm at the Santa Clara Teen Center, 2446 Cabrillo Avenue, Santa Clara, California.

Present: Commissioners: Ferheen Abbasi, Paul Barghouth, Adeeb Chowdhury, Anthony Danh, Vanessa Harsh, Noama Iftekhar, Jennifer Juniega, Katelyn McInerney, Amisha Patel, Niral Patel, Vy Nguyen, Megan Reynolds and Anya Vo

Absent: None

Guests: None

Staff Present: Jennifer Herb, Recreation Supervisor
Jon Kawada, Recreation Coordinator
Nan Choi, Young Adult Librarian

Matters for City Council Action – None

- I. CALL TO ORDER - The meeting was called to order by Jennifer Herb at 6:22 p.m.
- II. INTRODUCTION OF GUESTS – None
- III. INSTALLATION OF MEMBERS
- IV. CORRESPONDENCE/COMMUNICATIONS–
 - A. Saint Francis
 - a. September 19 – 21, Alumni Weekend
 - b. September 24 & October 2 - Liturgy
 - c. October 6 – Scholarship Golf Classic
 - B. Wilcox
 - a. September 17 – Drama Production, “The Last Five Years”
 - b. September 18 – Back-to-School Night
 - c. September 19 – Drama Production, “The Last Five Years”
 - d. September 26 – Fall Sports Rally
 - e. October 6 – 10, Homecoming week
 - f. October 8 – Homecoming rally
 - g. October 9 – Homecoming float building
 - h. October 10 – Homecoming Parade and Dance
 - C. Archbishop Mitty
 - a. September 17 – Alumni Council
 - b. September 25 – Fall Club Faire
 - c. September 26 & 27 – AMHS Volleyball Invitational
 - d. October 2 – Monarch Leadership Society Dinner
 - e. October 6 – 10, Spirit Week
 - f. October 11 - Dance

D. Library

- a. September 30 – “Iron Man,” Book/Movie discussion
- b. October 4 – Kaplan, Practice PSAT
- c. October 7 – Kaplan follow up and test strategies

E. Santa Clara

- a. September 18 – Back to School Night
- b. September 18 – Santa Clara High School has a new website
- c. September 19 – Football game vs. Mountain View
- d. September 26 – Auditions for the spring play, “City of Angels”
- e. September 28 – Homecoming Hall Decoration
- f. October 2 – Homecoming float preparation in quad
- g. October 3 – Homecoming rally, parade and game vs. Monte Vista

V. SUMMARY OF CITY COUNCIL ACTIONS – none

VI. OLD BUSINESS

- A. Review phone, email and birthday roster – Jennifer provided the Youth Commission with a phone and email list, as well as a monthly calendar. The Youth Commission checked each document for accuracy. Jennifer will make the correct changes and mail to the Youth Commission.
- B. Review 2007-2008 City of Santa Clara Youth Commission accomplishments – Jennifer went over the list of accomplishments from the 2007-2008 term.
- C. Review 2008-2009 meeting and activity calendar – Jennifer reviewed the meeting and activity calendar with the Youth Commission. This calendar will be used when planning new activities that the 2008-2009 Youth Commission is interested in pursuing.
 - 1. Discuss meeting format and schedule – Returning Youth Commissioners discussed the following with the new Youth Commission members:
 - Difference between the second and fourth Tuesday, meeting format
 - Difference between excused and unexcused absences
 - Committee meetings
 - 2. Discuss activities – Jennifer talked about the different activities that are already scheduled for the 2008-2009 Youth Commission. They included:
 - Art & Wine Festival – hot dog booth, hands on arts and crafts and Loading/unloading
 - Youth Activity Center – Halloween Party
 - YAC Social
 - Letters from Santa
 - Tree Lighting Ceremony
 - Easter Egg Hunt
 - 3. Meals – Returning Youth Commissioners shared with the new Youth Commission that dinner will be provided during the first meeting of the month. Those with a birthday during the month of a meeting will be able to choose the dinner selection. There will be no dinner at the committee meetings.
 - 4. Badge – Jennifer explained that the Youth Commission would be receiving a name badge that they should wear to all events.

5. T-shirt – Jennifer explained to the Youth Commission about the YC T-shirts. They will discuss them further at the September 16 meeting.
6. What to bring to every meeting –Returning Youth Commissioners talked to the new Youth Commission members about the importance of attending every meeting and being prepared by bringing something to write with, a calendar and any other item that the Youth Commission might need to plan activities.
- D. By –Laws – Jennifer Herb discussed the By-Laws with the Youth Commission
- E. Brown Act – Vanessa Harsh discussed the Brown Act with the Youth Commission
- F. Parliamentary Procedure – Jennifer Herb discussed the Parliamentary Procedure with the Youth Commission
- G. Member at Large Program – Paul Barghouth explained the Member at Large program to the Youth Commission, and the difference between a Youth Commissioner and a Member at Large.
- H. City of Santa Clara Art and Wine Festival – loading/unloading, September 12, 13 & 14 – The Youth Commission will be helping the vendors load and unload their supplies for a fee of \$8.00/load. The money raised will go towards the Scholarship fund. This money will be awarded to deserving juniors and graduating seniors, in May.
- I. City of Santa Clara Art and Wine Festival, September 13 & 14 – The Youth Commission will be selling hot dogs and bratwursts along with juice boxes and chips in the Hot Dog booth. They will also be facilitating the hands-on arts and craft booths. The money they raise from these areas will go toward the scholarship fund. This money will be awarded to deserving juniors and graduating seniors, in May.
- J. At the September 16 meeting, the Youth Commission will discuss the following:
 1. Brainstorm 2008 – 2009 goals
 2. Develop a calendar of events for the 2008-2009 term
 3. Election of officers – Jennifer discussed with the Youth Commission the different positions and the responsibilities that go along with each one. Elections for these positions will take place at the September 16 meeting.
 4. Brainstorm ideas and a date for Youth Commission teambuilding
- K. Back to School BBQ, September 5 at the Teen Center – The Teen Center is hosting a Back to School BBQ to welcome the students for the new school year. Staff will be providing hot dogs, chips and a soda, free of charge.
- L. Boards and Commission Recognition dinner – The City will be holding a Boards and Commission Recognition Dinner on October 10, at the Convention Center. Invitations were handed out to the Youth Commissioners.

VII. NEW BUSINESS

- A. Election of officers – the Youth Commission voted and the following individuals were selected for the following positions: Chair – Vanessa Harsh, Vice Chair – Ferheen Abbasi, Secretary – Jennifer Juniega.
- B. Brainstorm and determine goals for 2008-2009 – the Youth Commission brainstormed different projects and activities that they wanted to accomplish or tackle during the 2008-2009 term. The determined goals are:
 1. Volunteering at 2nd Harvest Food Bank - November
 2. Benefit Bingo Spaghetti Dinner - January
 3. Neighborhood Clean-up - April
 4. Fashion Forward Fashion Show - May
- C. Brainstorm ideas and dates for Youth Commission teambuilding – the Youth Commission brainstormed different ideas for their day of teambuilding and decided that

- they wanted to participate in a ropes course on November 15. Jennifer Herb will look into a location and get back to the Youth Commission.
- D. Brainstorm ideas for Youth Commission T-shirts – the Youth Commission decided that they'd like to have their T-shirts be teal and sweatshirts be black. They agreed to let Jennifer Herb create a design for both. Jennifer Herb will start working on the design and then come back to the group for approval.
 - E. Boards and Commission Recognition Dinner, October 10th – Jennifer Herb passed out the invitations for the dinner. The Youth Commission informed her that same night was Homecoming for Wilcox and they were playing Santa Clara. Many said they would not be able to make it.
 - F. Halloween Part and the YAC, October 31 – The Youth Commission will be selling concessions during the party. The money raised will go into the Community Service Scholarship Fund.

VIII. PUBLIC PRESENTATIONS – None

- IX. ADJOURN – A motion was made by Ferheen Abbasi and seconded by Anya Vo to adjourn the meeting at 8:20pm. Meeting was adjourned to the next scheduled meeting, Tuesday, October 14, at the Teen Center.

Minutes Prepared by: _____
Jennifer Herb
Youth Commission Staff Liaison
Recreation Supervisor